



**STATEMENT OF PROCEEDINGS
FOR THE SPECIAL MEETING OF THE
LOS ANGELES COUNTY AUDIT COMMITTEE**

**KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 374-A
LOS ANGELES, CALIFORNIA 90012**

Wednesday, April 2, 2014

10:30 AM

AUDIO LINK FOR THE ENTIRE MEETING. (14-1606)

Attachments: [AUDIO](#)

Present: Member Michelle Vega, Member Brenda Robinson and Member Nick Ippolito

Absent: Chair Carl Gallucci, Vice Chair Lori Glasgow, Member Louisa Ollague, Member Dorinne Jordan, Member Kieu-Anh King

I. ADMINISTRATIVE MATTERS

1. Call To Order. (14-1071)

The meeting was called to order by Nick Ippolito at 10:37 a.m.

2. Approval of the February 5, 2014 meeting minutes. (14-1072)

On motion of Michelle Vega, seconded by Brenda Robinson, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

3. Department Success Stories. (14-1074)

Lisa Campbell-Motton, Probation Department, reported that Probation and the Department of Children and Family Services have been working extensively, over a seven year period, to get foster homes for probation youth. The first child is scheduled for placement by the end of April 2014.

II. OLD BUSINESS

4. B & I Group Home Contract Compliance Monitoring Review (10/9/13).
(Continued from meetings of 12/4/13 and 2/5/14). (13-5088)

Rhonda David-Shirley, Department of Children and Family Services (DCFS), reported that in an effort to ensure that the children attend school on a regular basis and excel academically, the agency is collaboratively working with DCFS and schools, has implemented an afterschool program, and progress reports are closely monitored.

In response to questions posed by the Commission, Ms. David-Shirley, reported that citations issued by Community Care Licensing (CCL) have been cleared and the group home monitor has trained all staff on the importance and handling of Special Incident Reports (SIR's)

Michelle Vega expressed concerned over attitude of management from this agency. Ms. David-Shirley reported that the agency is making progress, they understand the importance of education, and are more committed.

By Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

5. Fred Jefferson Memorial Home for Boys Group Home Contract Compliance Monitoring Review (10/10/13). (Continued from meetings of 12/4/13 and 2/5/14). (13-5091)

By Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

6. Junior Blind of America Group Home Contract Compliance Monitoring Review (11/5/13). (Continued from meetings of 12/4/13 and 2/5/14). (13-5330)

Rhonda David-Shirley, DCFS, reported that the Community Care Licensing (CCL) citations issued to the agency have been cleared.

By Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

III. REPORTS

7. Careprovider Children and Family Services Group Home Contract Compliance Monitoring Review (1/29/14). (14-0858)

Michelle Vega expressed concern regarding computers not being available and questioned the allowable timeframe for needed maintenance at the Group Home.

Rhonda David-Shirley, DCFS, reported that while computers are being repaired, the children have access to other computers for academic purposes. Maintenance to the Group Home is expected to be done within 14 days and a walk-through is completed before the exit conference.

Lisa Campbell-Motton, Probation Department, reported that expedited measures may be taken for the maintenance in Group Homes depending on the urgency of the matter.

Nick Ippolito referenced a section in the report about a child with cerebral palsy who did not receive timely dental examination and expressed concern about standard procedure for children with special needs.

Ms. David-Shirley reported that this was the first time the child was placed in a Group Home and that may have caused the delay in accessing the medical records.

Ms. Campbell-Motton reported that the process followed by DCFS and Probation are the same and the intake packet that is delivered when a child is placed for the first time may include special reports that take time to obtain.

On motion of Nick Ippolito, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

8. David and Margaret Youth and Family Services Group Home Contract Compliance Monitoring Review (1/29/14). (14-0860)

On motion of Nick Ippolito, seconded by Brenda Robinson, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

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9. Mary's Shelter Group Home Contract Compliance Monitoring Review (1/29/14). (14-0862)

Brenda Robinson asked if the Group Home received Special Incident Report (SIR) training.

Rhonda David-Shirley, DCFS, reported that the Group Home has not received training for the SIRs, however, the monitor has worked with the Group Home and emphasized the importance of reporting special incidents and submitting the SIRs in a timely matter.

Michelle Vega expressed concern about DCFS not receiving a referral from Community Care Licensing (CCL) with regard to a bed bug citation and the Group Home having volunteers paint the facility instead of hiring professional services.

Ms. David-Shirley indicated that not all instances are deemed as immediate risks and may not require referrals from CCL to DCFS. Although this Group Home receives an infant supplement for housing infants, volunteers may assist in the maintenance of the facility. Diana Flaggs, DCFS, reported that many Foster Family Agencies and Group Homes receive volunteer services and support from their communities.

Discussion ensued among DCFS staff and the Committee with regard to instances when the infant supplement may be authorized for a Group Home.

On motion of Nick Ippolito, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

10. Maryvale Group Home Contract Compliance Monitoring Review (1/29/14). (14-0863)

On motion of Nick Ippolito, seconded by Brenda Robinson, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

11. St. Anne's Maternity Group Home Contract Compliance Monitoring Review (1/29/14). (14-0868)

On motion of Brenda Robinson, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

12. Serenity Infant Care Homes Inc., Foster Family Agency Contract Compliance Monitoring Review (1/29/14). (14-1076)

On motion of Nick Ippolito, seconded by Brenda Robinson, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

13. Eggleston Family Services Foster Family Agency Contract Compliance Monitoring Review (1/29/14). (14-1077)

Rhonda David-Shirley, DCFS, could not confirm if the Community Care Licensing (CCL) citations were cleared for this Group Home or whether other referrals were made to justify the decertification of the Group Home. Ms. David-Shirley was asked to provide an update, and include the status of CCL citations issued in October and November of 2012, at the next meeting.

On motion of Brenda Robinson, and by Common Consent, there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

14. Children's Homes of Southern California Contract Compliance Monitoring Review (1/31/14). (14-0869)

Michelle Vega, expressed concern over the agency's lack of staff. Rhonda David-Shirley and Diana Flaggs, DCFS, reported that the amount of staff available is concurrent with the amount allowable in their contract.

By Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

15. Little People's World Group Home Contract Compliance Monitoring Review (2/5/14). (14-1079)

Rhonda David-Shirley, DCFS, reported that the Group Home received Special Incident Report training on February 22, 2014 and training for Needs and Services Plans was also conducted. The levy placed on the account of the Group Home was released and they are no longer on hold.

On motion of Brenda Robinson, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

16. Los Angeles Youth Network Group Home Contract Compliance Monitoring Review (2/5/14). (14-1080)

On motion of Nick Ippolito, seconded by Brenda Robinson, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

17. Five Acres Foster Family Agency Contract Compliance Monitoring Review (2/18/14). (14-1082)

On motion of Brenda Robinson, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

18. San Gabriel Children's Center Group Home Contract Compliance Monitoring Review (2/24/14). (14-1083)

Michelle Vega, expressed concern over the agency's voluntary termination hold status. Lisa Campbell-Motton, Probation, reported that the agency voluntarily put themselves on hold during their relocation and not for disciplinary reasons; the agency is no longer on hold.

On motion of Michelle Vega, seconded by Nick Ippolito, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

19. Vista Del Mar Group Home Contract Compliance Monitoring Review (2/28/14). (14-1130)

On motion of Brenda Robinson, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

20. Vista Del Mar Community Treatment Facility Contract Compliance Monitoring Review (02/28/14). (14-1306)

On motion of Nick Ippolito, seconded by Brenda Robinson, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

21. Alpha Treatment Centers Foster Family Agency Contract Compliance Monitoring Review (03/13/14) (14-1393)

On motion of Brenda Robinson, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

22. The Dream Catcher Foundation, Inc. Group Home Contract Compliance Monitoring Review (03/14/14) (14-1075)

Brenda Robinson questioned the status of the Needs and Services Plans (NSPs) training. Rhonda David-Shirley, DCFS, reported that the NSP training has not commenced, however, the monitor has discussed their NSP's and deficiencies. Ms. David-Shirley confirmed that in the past monitors conducted annual site visits; the goal is to conduct site visits on a quarterly basis.

On motion of Michelle Vega, seconded by Nick Ippolito, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

- 23.** Fred Jefferson Memorial Foster Family Agency Contract Compliance Monitoring Review (03/14/14) (14-1391)

Diana Flaggs, DCFS, provided an update on the Internal Revenue Service (IRS) results. Ms. Flaggs stated that the IRS has acknowledged receipt of the Offer and Compromise and the agency is waiting for a response. The agency's status with the County will not be impacted during this process.

Rhonda David-Shirley, DCFS, indicated that the recent visit revealed issues with quarterly Needs and Services Plan (NSP's) reports and a follow up visit is scheduled for April 17, 2014. Ms. David-Shirley confirmed that citations issued by Community Care Licensing (CCL) have been cleared.

On motion of Brenda Robinson, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

- 24.** Dream Home Care, Inc. Group Home Contract Compliance Monitoring Review (3/18/14). (14-1461)

Brenda Robinson expressed concern regarding the citations issued by the Community Care Licensing (CCL) and inappropriate staff behavior.

Rhonda David-Shirley, DCFS, reported that the two citations issued by CCL have been cleared and the staff member was terminated. Ms. Robinson expressed the importance of the agency to hire qualified staff to care and understand children with special needs. Ms. David-Shirley informed that a follow up visit will be conducted soon.

DCFS staff was instructed to provide a status update on the monitor's report.

On motion of Brenda Robinson, seconded by Nick Ippolito, there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT-DCFS REPORT](#)

25. Children's Group Home Ombudsman Semi-Annual Report - July 1 through December 31 2013 (3/25/14). (14-1516)

On motion of Brenda Robinson, seconded by Michelle Vega, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT-AC REPORT](#)

IV. DISCUSSIONS

26. Status report by DCFS on recommendations made to the DCFS Executive Operations Team to enhance communication and collaboration with social workers. (Continued from meeting of 2/5/14). (14-0432)

Diana Flagg, DCFS, provided a brief overview of the recommendations that were submitted as part of their strategic objective goals. Recommendations include the enhancement of monitoring by creating a new contract compliance monitoring section with additional staff, improving the module for the foster care search engine, modifying contracts to make them time and resource responsive, increasing emergency shelters and resources, and ensuring relevant contracted services include outcome support and permanency.

In response to questions posed by Nick Ippolito, Leticia Torres-Ibarra, DCFS, confirmed that the request for additional staff is separate from the previous request.

27. Probation Group Home Monitoring Report. (14-1089)

Lisa Campbell-Motton, Probation Department, provided an overview of the SODA/PAD (Status Offender Detention Alternative/Placement Alternative to Detention) program and reported that she is working with 2nd Supervisorial District staff to facilitate a scroll for the founders of SODA/PAD. Ms. Campbell-Motton also reported that Group Home operations for Masada Homes have been permanently closed, however, Foster Family Agency and Department of Mental Health contracts for Masada Homes are still active. Ms. Campbell-Motton provided an overview of the System Improvement Plan and reported that the System Improvement Stakeholder meeting will be held June 25, 2014.

In response to questions posed by Brenda Robinson with regard to including Probation Department reports in the Audit Committee agenda, Lupe Duron, Commission Services, indicated that Department of Children and Family Services and Auditor-Controller reports are included in the agenda at the Department's request. Ms. Campbell-Motton and

Commission Services staff will meet to discuss including Probation reports in future Audit Committee agendas.

28. Comprehensive Schedule of Audits and Results for DCFS Group Home and Foster Family Agency Contractors. (13-4139)

Greg Hellmold, Auditor-Controller, provided a status update of the CMDOR (Contract Monitoring Database of Reports) database and shared an overview of the features that will be available. A product demonstration will take place in June 2014 and the proposed project completion date is set for July 2014; staff trainings will be conducted soon. In response to questions posed by the Commission, Mr. Hellmold indicated that the Contractor Alert Reporting Database (CARD) system is a separate function and its purpose is to identify problem contracts, whereas the purpose of this system is to track all contract reports; all departments will have access to the database.

V. MISCELLANEOUS

29. Matters not on the posted agenda (to be Presented and Placed on the Agenda of a Future Meeting). (14-1090)

There were no matters posted.

30. Public Comment. (14-1091)

No members of the public addressed the Committee.

31. Adjournment. (14-1092)

There being no further business to discuss, the meeting adjourned at 11:44 a.m.